

City of Driggs
PLANNING AND ZONING COMMISSION MEETING
MINUTES
MEETING HELD IN CONFERENCE ROOM
June 10, 2015
6:30pm

MEMBERS PRESENT: Rick Baldwin, Chris Valiante and Larry Young

STAFF PRESENT: Ashley Koehler, Planning and Zoning Administrator, Annie Decker, Planning and Grants Technician, and Stephen Zollinger, City Attorney,

PUBLIC PRESENT: Barbara Sessions (Silver Star Communications – Director of Engineering and Operations), Bill Beckett (Grand Teton Distillery), Lia Beckett (Grand Teton Distillery), Paul D’Amours (TTS Driggs, LLC), Arnold Wolstenhulme (AW Engineering), Shawn Hill (VARD)

Rick Baldwin called meeting to order at 6:33pm.

1. Approval of Meeting Minutes from 4-22-15

Commissioner Larry Young recognized one typo on page 3, second to last paragraph, second to last sentence. The word “lost” should read “lots”. **Commissioner Young motioned to approve the minutes with the listed correction. Commissioner Valiante 2nd the motion. Motion passed with all in favor.**

2. Public Hearing/Possible Recommendation- Annexation of Grand Teton Distillery property and Silver Star Communications Building (20.53acres) and Rezone of 1 acre – 457 Casper Drive, 1670 N Hwy 33, and 1724 N Hwy 33 - Bill and Linda Beckett & Columbine Telephone Company

Koehler gave an overview of the project to the Commission. Staff found that the proposed rezone of the Silver Star property as well as the annexation of the four parcels comply with the Comprehensive Plan policies as well as the Future Land Use Map. Staff informed the commission that there were still aspects of Conditional Use Permits, Design Review Approvals, and Building Permits issued by Teton County for the Grand Teton Distillery property that were yet to be completed. These included paving, landscaping, and the issuance of Certificates of Occupancy (C/O’s) for all buildings on site. It was staff’s recommendation to ensure that said improvements have been completed and that C/O’s have been issued by the county before annexation.

Bill Beckett and Lia Beckett explained that they felt annexation would help them maintain a single point of contact for said projects moving forward. They stated that Teton County will not issue a Building Permit for them to construct a new small building over the new sewer extension because the properties are to be annexed into the city. They explained that the paving and landscaping improvements have been held up by said sewer extension project and will be completed upon completion of the extension. In addition, they stated that Teton County will not issue their C/O’s because of a discrepancy with the Fire District and compliance with the Energy Conservation Code. Commissioner Young informed the applicants that the Commission had no control over the decisions of the Fire District and the enforcement of said code. Stephen Zollinger informed the Commission and applicants that the City uses the same Fire District inspectors and the applicants would have no better luck receiving said C/O’s in the City.

Barbara Session, Director of Engineering and Operations for Silver Star Communications spoke on behalf of Silver Star stating that Silver Star neither opposed nor was in favor of the annexation and that they remain neutral.

Commissioner Baldwin opened the Public Hearing at 7:02 PM

In Favor
None

Neutral
None

Opposed
None

Commissioner Baldwin closed the Public Hearing at 7:03 PM

The Commission deliberated on their decision. Commissioner Young requested that Staff justify their recommendation regarding delaying annexation until C/O's have been issued and improvements have been completed. Koehler explained that the City Building Official is not comfortable issuing C/O's for buildings he has not reviewed or inspected and that City Staff would prefer to see the same jurisdiction carry the Conditional Use and Design Review projects from beginning to end. Commissioner Valiante questioned the use of the south access off of Highway 33 onto the Grand Teton Distillery property. Koehler informed the commission that this access has not been included in any site plan for the Conditional Use Permits and Design Review approvals on the Grand Teton Distillery Property in the past. A condition of a past Design Review was to put up signs at this access stating it was not an entrance or an exit. The signs have not been put up at this time and the use of this access for this business is not permitted by ITD.

Commissioner Young moved to recommend to the Driggs City Council that the Silver Star Communications and Grand Teton Distillery properties be annexed by the City with the C-3 zoning designation, with the findings that the annexation request conforms with the general recommendations of the Driggs Comprehensive Plan upon completion of the Design Review approval conditions and would facilitate achievement of planning objectives between the County and City, with the following conditions:

- 1. Outdoor storage of equipment and trailers must be in the rear of the buildings or screened from view from the Highway.**
- 2. An Avigation Easement be signed and recorded on the properties.**
- 3. The property not be annexed into the City until the buildings receive a Certificate of Occupancy (C/O) from Teton County Building Department and all conditions of approval from the Design Review of the built structures have been met, including landscaping and paving, or until such time city and county staff have agreed that the conditions and certificates of occupancy are resolved.**
- 4. That the south access be signed to the effect of "not an entrance" and "not an exit"**

Commissioner Valiante 2nd the motion. Motion passed with all in favor.

3. Public Hearing/Possible Decision: Plat Amendment to adjust boundary lines for Lots 1 & 2, Block B, and modify access easements, Creekside Meadows PUD Ph I – TTS Driggs, LLC & AW Engineering

Koehler summarized the proposed plat amendment for the Commission. The proposed amendment includes a lot line adjustment as well as the adjustment of a few of the access and utility easements. There was a question regarding access from Highway 33 onto Lots 1 and 2 of Block B but there are no current encroachment permits for an access onto this portion of the highway.

Paul D'Amours, representing TTS Driggs LLC, explained that the proposed plat amendment is the result of a lawsuit between partners, the mediation of which resulted in settlement to divide the property. His

only request was that the Commission consider in any conditions the possibility that access to lot 2A could be by way of easement across the lot to the north. Koehler responded by stating that if that condition were allowed the City would then want to see a recorded easement through that property with that instrument number referenced in the plat notes on this plat amendment.

Commissioner Baldwin opened the Public Hearing at 7:36 PM

In Favor

None

Neutral

None

Opposed

None

Commissioner Baldwin closed the Public Hearing at 7:37 PM

The Commission discussed the appropriate location for an access and the correct way to phrase available options.

Commissioner Valiante motioned to approve the Plat Amendment to Creekside Meadows Subdivision Phase I to adjust the lot line between Lot 1 and 2 Block B and modify the access easements affecting Lots 1, 2 and 5 of Block A based on the finding that the Plat Amendment complies with the zoning ordinance if the following conditions are met:

- 1. The applicant shall identify on the Plat an access location for Lot 2A that is either via a private easement through Lots 3, 4 or 1A to Centennial Mtn or Clubmoss Ln or obtain a recorded easement through the “56S 50W Subdivision” that would result in a shared access off of the Hwy 33 or direct access to the Highway.**
- 2. An amended plat shall be submitted that corrects the plat notes.**
 - a. The 3rd plat note shall be modified to read: “Access to lot 1A shall be by Clubmoss Ln. Access to Lot 2A may be from Highway 33 along the northernmost boundary if permitted by ITD, or across a recorded easement through 56 S 50 W Subdivision, otherwise shall be accessed via private access easement as shown to Centennial Mtn St or Clubmoss Ln.**
- 3. The plat shall be reviewed for accuracy by the County Surveyor.**

Commissioner Young 2nd the motion. Motion passed with all in favor.

4. Possible Decision: Design Review of the Okazaki Garage- 260 N Main St

Koehler explained that the Design Review Advisory Committee (DRAC) has reviewed the application and recommended approval by the Planning and Zoning commission with the conditions as listed on the Staff Report. The DRAC reviewed the application with flexibility for the applicant in mind especially regarding window locations and final colors. The Commission discussed the landscaping and blank wall requirements of the Driggs Commercial Design Standards.

Commissioner Valiante moved to approve the site plan and building elevations for the proposed remodel based on the findings that the proposed remodel and site changes comply with the Design Standards and guidelines with the following conditions:

- 1. The colors of the garage siding and roof shall be dark red, brown, tan, or other earth tone colors.**
- 2. The exterior materials shall be metal siding with a wainscot around the base on all elevations as shown in the renderings.**

- 3. The building shall incorporate additional windows to be placed wherever they are most compatible with the construction. The door and canopy may be relocated along the east elevation.**
- 4. The mature tree removed shall be mitigated by planting 4” caliper trees to equal the caliper of the mature tree removed which is 15”.**
- 5. Any exterior lighting shall be a full cut-off fixture and comply with the outdoor lighting ordinance.**
- 6. The site plan shall be updated to show the Lot Split.**

5. Work Session: Teton Valley Land Use Code Project- Review of Draft Driggs Land Use Code website

Koehler introduced the Commission to the Teton Valley Land Use Code website where information about the Land Use Code for Driggs, Victor, and Teton County can be found. The website includes an interactive map comparing the current zoning to the proposed zoning with the Land Use Code. The Commission contributed their comments regarding site design and content. Koehler updated the Commission that the final draft of the Land Use Code was submitted by Code Studio on 4/30/15. Review of the new code with the Commission will begin in the coming week.

6. Staff Items

a. ICRMP Training Follow-Up

Koehler summarized some lessons learned at the ICRIMP training on May 27th regarding appropriate ways to post and announce public hearings and suggestions on how to run effective open meetings.

b. Potential June 24, 2015 meeting date

Discussed holding a special meeting on June 17th.

Commissioner Chris Valiante motioned to adjourn the meeting. Commissioner Larry Young 2nd the motion. Motion passed with all in favor. Meeting adjourned at 8:49pm.

Rick Baldwin, Chair